



**ENGLAND  
FOOTBALL**

## ***HOW TO EDIT PLAYER DETAILS***

*'ONE LINCOLNSHIRE COMMUNITY, UNITED AND INSPIRED BY THE POWER OF FOOTBALL'*



**Step one** - Log onto Whole Game System, then the Player Registration Tab, then if you go to all players.

The screenshot shows the 'Players' management interface. At the top, there are tabs for 'All Players', 'Pending Actions (1)', and 'Email Capture'. Below the tabs is a search bar with the placeholder text 'Type Name or FAN ID' and a 'Show Filters' button. To the right of the search bar are several action buttons: '+ Add Player', 'Squad List', 'Export', 'Cancel Registrations', 'Detach', and 'Add to team'. Below these buttons, it says '2 Players'. The main area contains a table with the following columns: 'Player Name', 'Age', 'Status', 'Registered Teams', 'Pending Teams', 'Suspensions', and 'Other'. There are two rows of player data:

Player Name	Age	Status	Registered Teams	Pending Teams	Suspensions	Other
<input type="checkbox"/> TN Test Number-one 65609007	10 Male	Unregistered	-	-		
<input type="checkbox"/> TN Test Number-Three 67439167	25 Male	Unregistered	-	Test Club 19-20 (Lincs) First		

**Step Two** - Click on the relevant player you wish to edit their details.

This screenshot is identical to the one above, but with a red circle highlighting the second player's row in the table. The player's name is 'Test Number-Three' with FAN ID '67439167'. The status is 'Unregistered' and they are associated with the 'Test Club 19-20 (Lincs) First' team.



### Step Three - Click on Edit Details

The screenshot shows the 'Player Details' page with two tabs: 'Player Details' and 'Registrations'. At the top right, there are four buttons: 'Add Parent / Carer', 'Add to team', 'Detach Player', and 'Edit Player'. The 'Edit Player' button is highlighted with a red circle. Below the buttons, there are two columns of information: 'PERSONAL DETAILS' and 'CONTACT DETAILS'.

PERSONAL DETAILS		CONTACT DETAILS	
DOB	01 Dec 1995 (25)	Email	testnumber3@gmail.com
Gender	Male	Phone	0769654789
Nationality	ENGLAND	Address	
FAN ID	67439167	Postcode	LN2 2LL

**Step Four** - You can now edit any player details except: Full name, Date Of Birth and Gender which are locked (please contact County FA to amend) Once amended please click confirm changes.

The screenshot shows the 'Edit Player' form. On the left, there is a 'Player Photo' section with a circular 'Add photo' button and a 'Photo Guidelines' link. The main form is divided into 'Personal Details' and 'Contact Details' sections. The 'Personal Details' section has fields for 'FIRST NAME\*' (Test), 'SURNAME\*' (Number-Three), 'DATE OF BIRTH\*' (01/12/1995), and 'GENERATIONALITY OF BIRTH\*' (MaleEngland). The 'Contact Details' section has fields for 'EMAIL ADDRESS\*' (testnumber3@gmail.com), 'PHONE NUMBER' (0769654789), and 'POSTCODE' (LN2 2LL). At the bottom right, there are two buttons: 'Cancel' and 'Confirm changes', with the 'Confirm changes' button highlighted in a red circle.